



SPONSORSHIP BOOKING FORM

THE EGG CONGRESS & MEETING CENTER BRUSSELS

1. YOUR CONTACT INFORMATION

First Name :	Last Name :
Profession :	
E-mail :	
Telephone :	Mobile :
Company :	
Adress :	
City :	Postal Code :
Country :	
Website :	
On-Site Contact Name :	E-mail :
VAT Number :	P.O.N. :

2. SPONSORSHIP PACKAGES

SELECT	PACKAGE	INCLUDES	PRICE
<input type="checkbox"/>	GOLD	Choice of one (<i>first come first served basis</i>) <input type="checkbox"/> Sponsor of the Welcome Reception <input type="checkbox"/> Sponsor of the final printed programme <input type="checkbox"/> Sponsorship recognition (one logo) on the participants bags <input type="checkbox"/> Sponsorship recognition (one logo) on the lanyards <input type="checkbox"/> Official sponsor of the Registration Area booth	EUR 19.000
<input type="checkbox"/>	SILVER	Detailed package description on page 8 of this brochure.	EUR 13.500
<input type="checkbox"/>	BRONZE	Detailed package description on page 9 of this brochure.	EUR 7.250
TOTAL SPONSORSHIP PACKAGE			EUR

3. EXHIBITION OPPORTUNITIES

SELECT 9m² SPACE ONLY STAND		PRICE (per 9m²)
<input type="checkbox"/>	Standard Reservation (1 September 2017 - 30 June 2018)	EUR 2.700
TOTAL SPACE ONLY		EUR

SELECT 6m² EXHIBITION PACKAGE		PRICE (per 6m²)
<input type="checkbox"/>	Early Reservation (1 September 2017 - 31 January 2018)	EUR 2.750
<input type="checkbox"/>	Regular Reservation (1 February 2018- 30 June 2018)	EUR 3.000
TOTAL EXHIBITION		EUR

SELECT PAVILION PACKAGE		PRICE (per 9m²)
<input type="checkbox"/>	Early Reservation (1 September 2017 - 31 January 2018)	EUR 3.850
<input type="checkbox"/>	Regular Reservation (1 February 2018- 30 June 2018)	EUR 4.000
TOTAL PAVILLON		EUR

SELECT TABLE TOP		PRICE
<input type="checkbox"/>	Standard Reservation (1 September 2017 - 30 June 2018)	EUR 950
TOTAL TABLE TOP		EUR

SELECT LOUNGE AREA		PRICE
<input type="checkbox"/>	Standard Reservation (1 September 2017 - 30 June 2018)	Upon request
TOTAL LOUNGE AREA		EUR

4. INDIVIDUAL SPONSORSHIP ITEMS 'A LA CARTE'

SELECT	SPONSORSHIP ITEM	PRICE
<input type="checkbox"/>	Wi-Fi	EUR 3.750
<input type="checkbox"/>	Reusable Water Bottles	EUR 3.000
<input type="checkbox"/>	Notepads & Pens	EUR 3.000
<input type="checkbox"/>	Eyeglass Cleaning Cloth	EUR 3.000
<input type="checkbox"/>	Bag Inserts (maximum 2 per company)	EUR 500 (per insert)
<input type="checkbox"/>	Floor sticker	EUR 650
<input type="checkbox"/>	Branding of the Registration Area	EUR 4.900
<input type="checkbox"/>	Branding of the River Room 2	EUR 3.000
<input type="checkbox"/>	Branding of the River Room 4	EUR 1.550
<input type="checkbox"/>	Branding of the River Room 5	EUR 1.550
<input type="checkbox"/>	Branding of the River Room 6	EUR 3.850
<input type="checkbox"/>	Branding of the River Room 7	EUR 1.550
TOTAL SPONSORSHIP ITEMS		EUR

5. ADVERTISING

SELECT	ADVERTISING TYPE	PRICE
<input type="checkbox"/>	Full colour page advertisement	EUR 3.200
<input type="checkbox"/>	Half colour page advertisement	EUR 1.550
<input type="checkbox"/>	Quarter colour page advertisement	EUR 850
TOTAL ADVERTISING		EUR

EXHIBITOR RULES & REGULATIONS

By applying for exhibit space, exhibitors agree to abide by the following regulations:

PROMOTION AND REPRESENTATION

Demonstrations by exhibitors may not interfere with normal traffic flow nor infringe on neighbouring exhibits. Demonstrations will not be permitted outside of the exhibitor's assigned space. Any demonstrations must be pre-approved by the Organiser. Canvassing or distribution of advertising material by an exhibitor will not be permitted outside of the exhibitor's booth space. Canvassing or marketing of any products or services in any part of the exhibit hall or meeting rooms by anyone representing a non-exhibiting firm is strictly prohibited.

FOOD & BEVERAGE OFFERINGS

The Organiser must be notified of an exhibitor's intent to distribute food or beverage items in the exhibition hall. All such items must be approved by the Organiser and ordered directly from the selected caterer operating at The Egg. Exhibitors are not permitted to bring in outside food or beverages.

PROHIBITION OF TRANSFER

Subletting of exhibit space is not permitted. Sharing of exhibit space is not permitted unless it is within divisions of the same company. Any space sharing must be pre-approved by the Organiser.

ASSIGNMENT OF EXHIBITION SPACE

The 'Grand Hall' at The Egg Congress & Meeting Center will be hosting the exhibition of the World Summit of Accessible Tourism. Booth allocation is on first come first served basis.

REDUCTION OF SPACE

Where an Exhibitor wishes to reduce the size of the space booking after acceptance by the Organiser then written notice of such wish must be forwarded to and received by the Organiser. The Organiser reserves the right to apply the scale of cancellation charges detailed in clause 'Cancellation Policy' (page 18) to the original total cost in proportion to the amount by which the original stand area is reduced. The Organiser may resell or reallocate the space in question. There shall be no obligation on the Organiser to accept notification of reduction.

RELOCATION

Should it be necessary to revise the layout of the Exhibition for any purpose the Organiser reserves the right to transfer any exhibitor to an alternative stand location within the Exhibition. The Organiser reserves the right to reject any exhibit application submitted; to reject, prohibit, restrict or otherwise require modification of any exhibit for any reason; and to evict or bar any exhibitor whose conduct or materials are objectionable to the Organiser for any reason.

VENUE & DECORATIONS

Exhibitors will not affix, nail or otherwise attach anything to the walls, doors, floors or columns of the exhibit hall except where a nail strip is provided or by the permission of the Organiser and the Summit venue, The Egg. All illuminated displays and other equipment requiring electrical current must conform to local electrical codes. More information on the specific requirements for electrical equipment will be included in the exhibitor service kit.



EXHIBITOR RULES & REGULATIONS *(continued)*

BANKRUPTCY

In the event of the Exhibitor becoming bankrupt, committing any act of bankruptcy, going into liquidation, having a Receiver or Administrator appointed in respect of any of its assets then the Organiser reserves the right to terminate the contract with the Exhibitor and in such circumstances the full amount due under the contract shall immediately become payable by the Exhibitor.

PAYMENT

All payments must be made in € (EUR). Credit card payments and direct wire transfers in in € (EUR) are accepted. Payment is due in full to reserve exhibition space. The invoice shall be paid within 30 days after issue date of the invoice.

CANCELLATION POLICY

Written notification must be sent to the Organiser if an exhibitor, sponsor or advertiser wishes to cancel or reduce exhibition space, sponsorship package, add-ons or advertising, after assignment has been made. Please note that when you cancel your sponsorship and/or exhibition space, all of the benefits included in the package are forfeited. The following cancellation fees apply:

DATE OF CANCELLATION	APPLICABLE % OF TOTAL
Contract signature – 31 January, 2018	25% of total amount due
1 February 2018 – 1 May 2018	50% of total amount due
2 May 2018 – Summit start	No Refunds

EXHIBITORS LIABILITIES

The Exhibitor hereby accepts liability for all acts or omissions by itself, its servants, contractors, agents, and visitors and undertakes to indemnify the Organiser and keep them indemnified against all liability in respect thereof and against all actions, claims, demands, costs and expenses whatsoever which may be made against the Organiser including any legal costs and expenses and any compensation costs and disbursements paid by the Organiser on the advice of Counsel to compromise or settle any such claims. Notwithstanding the indemnity hereby given, the Exhibitor undertakes to arrange appropriate third party public liability insurance and employers liability.

INSURANCE LIABILITY

Neither the Organiser nor the venue, The Egg, shall be responsible for the safety or security of any exhibit or property of the Exhibitor, or any other person, for the loss or damage of, or destruction, by theft or fire, or any other cause whatsoever, or for any loss or damage whatsoever sustained by the Exhibitor by reasons of any defect in the building caused by fire, storm, tempest, lightning, national emergency, war, labour dispute, strikes or lock-outs, civil disturbances, explosion, inevitable accident, force majeure, or any other cause not within the control of the Organiser for any loss or damage occasioned if by reason of the happenings or any such event, the opening of the Exhibition is prevented or postponed or delayed or abandoned, or the building becomes wholly or partially unavailable for the holding of the Exhibition. The Exhibitor agrees and undertakes to ensure in their full replacement value the contents of his stand and all associated ancillary equipment and materials.

